



DEPARTMENT OF THE AIR FORCE
PACIFIC AIR FORCES

Date

MEMORANDUM FOR 18 MSG/DD

FROM: Name of Requestor, Rank, Office Symbol, Branch of Service

SUBJECT: Authorization for Guest Access to the Kadena Air Base Commissary

1. I am requesting guest access to the Kadena Air Base Commissary for name of individual for the duration of his/her visit to Kadena Air Base, Japan from dates.
2. The justification for this request is (provide unique and compelling circumstance that the guest requires access to the Kadena Air Base Commissary.)
3. I understand he/she is not entitled to make purchases in accordance with DoDI 1330.17, *Armed Services Commissary Operations*.
4. Please see the attached copy of his/her (guest) U.S. Passport.
5. Thank you for your consideration in this matter. If you have any questions, please feel free to contact me at phone number.

NAME OF REQUESTOR, Rank, BRANCH OF SERVICE

1st Ind, 18 MSG/DD

MEMORANDUM FOR Kadena Commissary

Approved/Disapproved.

FELIPE J. JIMENEZ, GS-15, DAFC
Deputy Director, 18th Mission Support Group